

# CONTRACT REVIEW SHEET

Person Sending: <u>Billy Wasson</u>	Department Name: <u>Support Svcs.</u>
Date Sent: <u>6/28/99</u>	<u>Courthouse Square</u>

The attached: (CIRCLE ONE)  
 Contract ☐ Amendment # 10 ☐ Grant ☐ Lease ☐

INCOMING FUNDS? YES NO (CIRCLE ONE)

If incoming funds you must attach a Revenue Management Sheet

Approved at Board Session

Date: 7/7/99  
Jatiana Miller  
 Chairman

Contractors Name: <u>Arbuckle Costic Architects</u>			
Date From: <u>11/25/98</u>		Date To: <u>5/1/99</u>	
Amount of Contract or Amendment: <u>72,868</u>			
If an Amendment, New Contract Total = \$n/a			
Certificates of Insurance Attached:	Liability (circle one) Yes No	Workers Comp (circle one) Yes No	If no insurance attached, why not? <u>on file</u>
Process taken to select contractor: Verbal quote: _____ Written quote: _____ RFP: _____ Competitive Bid: _____ Renewal: _____ (Attach copy for reference) Description of Contract Services: <u>Additional services to modify space planning for County departments</u>			

For Risk Management Use	
Date Risk Received: <u>06/28/99</u>	Date Scheduled on BOC Agenda _____
Authorization for Health Administration to sign on behalf of BOC:  yes <input checked="" type="radio"/> no <input type="radio"/>	Additional Comments: _____ _____ _____
Staff Review Signatures:	
<u>Peggy Mitchell</u> Risk Management	<u>7/2/99</u> date
Legal Counsel	date

Date: 7/8/99  
 Returned to Department Billy for SAT signatures. Copy to Fiscal Services 1

AMENDMENT # 10  
TO  
CONTRACT FOR SERVICES FOR  
ARBUCKLE COSTIC ARCHITECTS, INC.

The contract for Services between Marion County and Arbuckle Costic Architects dated May 1, 1999, is amended as follows:

Additional Service to modify space planning for various Marion County Departments, for a lump sum fee of \$72,868 plus reasonable reimbursable expenses.

See attached letter for more details.

All other provisions of the original agreement remain unchanged and in effect.

Signed this      day of

Arbuckle Costic Architects, Inc.

  
\_\_\_\_\_  
Signature

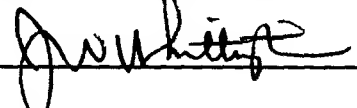
PR28102M  
\_\_\_\_\_  
Title

7/1/99  
\_\_\_\_\_  
Date

Marion County

  
\_\_\_\_\_  
Billy Wasson

Salem Area Transit District

  
\_\_\_\_\_


Tax ID # 93-1228023

Approved as to Form:

Contracts Coordinator

  
\_\_\_\_\_  
Peggy Mitchell 7/2/99

Legal Counsel

  
\_\_\_\_\_

Date: ~~February 2, 1999~~

30 June 1999  
Date: ~~December 17, 1999~~

June 18, 1999  
Revised: June 23, 1999

Billy Wasson  
Project Coordinator  
Marion County Annex  
3150 Lancaster Drive NE  
Salem, Oregon 97305-1398



Kim Arbuckle, AIA  
Alan E. Costic, AIA  
Walter E. Bensman, Jr., AIA  
Clayton Vorse, AIA  
Richard S. Rothwell, AIA

**ARBUCKLE COSTIC ARCHITECTS, INC.**  
363 State Street  
Salem, OR 97301-3533  
503/581-4114 Fax: 503/581-3656

RE: Marion County Space Plan Changes  
Courthouse Square  
Project No. 9828

Dear Billy:

As a result of the information you provided regarding the changes to Department Space Allocation and sundry changes, we are prepared to formalize the fees and services required to modify the construction documents and prepare proposal requests for Pence Kelly. This letter addresses each of the areas itemized as per the report prepared by Randy Curtis, dated June 14, 1999, as well as discussions with him on June 22, 1999..

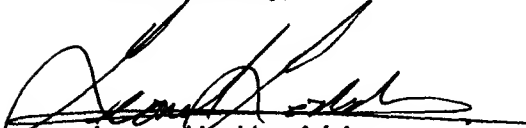
<u>ITEM NO.</u>	<u>ITEM DESCRIPTION</u>	<u>FEE AMOUNT</u>
1.	Move Neighbor to Neighbor (N2N) from 4 <sup>th</sup> floor location to 3 <sup>rd</sup> floor location, into an area of approximately 1000 square feet.	\$ 3,950
2.	Add 3 additional enclosed offices to Support Services Department and expand into former N2N space.	\$ 4,170
2a	Finish balance of Expansion Space on <sup>4<sup>th</sup></sup> <del>Ground</del> floor with Architectural, Mechanical and Electrical Tenant Improvements.	\$ 2,032
3.	Relocate the Marion County Housing Authority (MCHA) from current location on 3 <sup>rd</sup> floor to new location on 5 <sup>th</sup> floor, (current Solid Waste Department space).	\$ 20,480
4.	Return balance of MCHA floor space to undeveloped space for the benefit of the D.A.'s office. Modifications to the area will retain carpet to this area.	\$ 5,888
5.	Add Space Saver Filing System to D.A.'s office, in two locations.	\$ 3,900
6.	Add a Conference Room adjacent to, and accessible from, Children and Families, for the Board of Commissioners.	\$ 1,444
7.	Relocate the Solid Waste Department from its current location on the 5 <sup>th</sup> floor to the east end of the 5 <sup>th</sup> floor.	\$ 29,904
8.	Add relites to 4 offices at Legal Counsel.	\$ 350
9.	Add relites to 5 offices in the Assessor's Department.	\$ 400
10.	Add relites to 4 offices in the Board of Commissioners Offices.	\$ 350
Total:		<u>\$72,868</u>

Billy Wasson  
RE: Courthouse Square  
Project No. 9828  
June 18, 1999  
Page 2 of 2

Our services will include revising the construction documents, including floor plans, reflected ceiling plans, door and hardware schedules, mechanical and electrical drawings for the affected area on the fifth floor. Our fees for those services are set at \$70,836 plus reimbursables which covers the services of Arbuckle Costic Architects, including mechanical and electrical consulting by Interface Engineering.

Following receipt of a countersigned copy of this letter, we will commence space planning activities in the designated areas. We are looking forward to being of assistance to you in the matter.

Yours Sincerely,

  
Leonard Lodder, A.I.A.  
Architect

LL:mel

cc: John Whittington, Salem Area Mass Transit District  
Craig Lewis, Melvin Mark Development Company

9828.3A

TO: ARBUCKLE COSTIC ARCHITECTS, INC.

We have read the above letter and are authorizing Arbuckle Costic Architects to proceed with the changes to Marion County Office Space as described herein. Invoices will be billed every month and are due within twenty days from the date of invoice.

  
Billy Wasson, Marion County

Date

6/24/99

  
John Whittington, Salem Area Mass Transit

Date

6/24/99

*(only one cost)*  
Conditioned on BOC Approval